

## **Historic, Archive Document**

Do not assume content reflects current scientific knowledge, policies, or practices.







1.9422  
D 8 G 28

WAR FOOD ADMINISTRATION  
Office of Marketing Services  
Washington 25, D. C.

LIBRARY  
March 24, 1945  
GENERAL RECORD

GENERAL MEMORANDUM NO. 40

JAN 23 1946

To: Regional Egg and Poultry Supervisors

From: Henry G. F. Hamann, Chief, Inspection and Grading Division  
Dairy and Poultry Branch

Subject: Administrative Charges When Breaking and Grading Operations  
are Supervised Concurrently

On March 20 I wired each of you with reference to the question of charges to be made for administrative overhead in plants that were operating a breaking program and simultaneously requested the services of the breaking room supervisor as a shell egg grader. On the basis of replies received, the following procedures have been decided upon, and are to apply only in plants requesting such service when it is administratively determined that the operation is such that one individual can be qualified and licensed to handle both operations.

It should be pointed out that the duties of breaking room supervisors require continuous observation of that operation. Therefore, any shell egg grading by the supervisor, under these provisions, shall be performed only at such times as the breaking room is not in operation.

1. When the services of a breaking room supervisor is requested in connection with shell egg grading, Form FDA-706, Application for Grading, shall be submitted to the firm requesting such service, and be prepared in triplicate.
2. Before submitting FDA-706, a special provision covering administrative overhead charges is to be typed on the bottom of the reverse side. This provision reads as follows:

SPECIAL PROVISION

"When the services of a grader are used for grading shell eggs in addition to supervising egg breaking operations payment will be made to the Office of Marketing Services for an amount equal to eight percent (8%) of the salary of the grader. When breaking operations are discontinued, provisions for payment under paragraphs 2 and 3 will be enforced.

"This provision does not cancel any obligations, as set forth under DPB-72, Application for Sampling and/or Supervision of Processing of Liquid, Frozen and Dried Eggs, with particular reference to paragraph 6-(c)."



A completed copy of FDA-706, with the special provision incorporated in the proper place, is attached to this memorandum for your guidance in preparing such application.

The last sentence in the first paragraph clearly states that when breaking operations are discontinued, provisions for payments under this contract will revert back to paragraphs 2 and 3, as shown in the application.

Where a drying operation is involved the special provision will not apply. In such instances it will be necessary to handle requests for such service on the basis of a separate Application for Grading Service, FDA-706, and the provisions for payment shown therein will apply without change.

It should be pointed out that in applying the procedures indicated in this memorandum, administrative discretion should be used. However, justification for this special provision to FDA-706 must accompany any requests for approval.

*Harry W. Mann*